



***Embassy of the United States of America  
Consular Section, Immigrant Visa Unit  
Bangkok, Thailand***

**APPOINTMENT PACKAGE FOR IMMIGRANT VISA APPLICANTS  
(Packet 4)**

Dear Visa Applicant:

The person(s) listed on the attached appointment letter should appear at U.S. Embassy Bangkok's Consular Section waiting room (located at 95 Wireless Road, Lumpini, Bangkok) on the date and time specified in the appointment letter. If any of the person(s) listed on the attached letter cannot come to the appointment, please inform this office as soon as possible. In order to prepare for your interview, please follow the attached instructions.

**FIRST:** Undergo the required **medical examination**. *Instructions for Medical Examination* are attached.

**SECOND: THE DAY OF YOUR APPOINTMENT**

**ARRIVE ON TIME**

- Bring your interview letter to your appointment (if available).
- If you received your appointment date from our website [http://bangkok.usembassy.gov/immigrant\\_visas.html](http://bangkok.usembassy.gov/immigrant_visas.html) and do not have your interview letter, you should come to the Consular Section waiting room on the day of your scheduled appointment. You will be allowed to enter **only** on your scheduled appointment date.
- Make sure that everyone listed on the appointment letter brings all required documents that have not already been submitted prior to the appointment. Arrange documents in the exact order found on the *List of Documents* below.
- You are responsible for all information provided in your application. All information is subject to verification.
- The visa interview process may take several hours. Please be prepared to clear your schedule and have breakfast before arriving at the Embassy.
- If the Consular Officer requests additional information or documents during your interview, you will need to **mail** them in to this address:  
U.S. Embassy Bangkok  
120-122 Wireless Road  
Lumpini, Patumwan  
Bangkok 10330  
Attn: CONS/IV

**CHILDREN UNDER 14 YEARS OF AGE**

- If possible, a parent or legal guardian should accompany applicants under 14 years of age. If a parent or legal guardian cannot attend the interview, another adult may bring a **notarized letter** from the parent or legal guardian authorizing him/her to be the parent's representative.

## **WAIT UNTIL YOU RECEIVE YOUR VISA TO MAKE TRAVEL PLANS**

No assurance can be given in advance that a visa will be issued. Your case will be carefully reviewed by the Consular Officer to determine your eligibility based on U.S. immigration law. **You are advised not to make any travel arrangements, such as giving up your job, selling property, or buying plane tickets until you have physically received your visa. Immigrant visas are valid for six months and are good for one entry into the United States.**

## **VISA ISSUED**

On the interview day, you must purchase an envelope costing 350 Baht (payable only in cash) at the Thailand Post counter in the interview waiting area and provide the address where you want your visa packet be mailed to you at the conclusion of your case.

## **WARNING**

**The Consular Section does not endorse or have a "special relationship" with any individual or business that offers advice or assistance with the visa process.** No one can guarantee the issuance of a visa to you. All U.S. government forms are free. Beware: many visa applicants lose money or are permanently barred from the United States as a result of misleading information and fraudulent applications provided by visa consultants.

Any document or information presented in connection with your immigrant or K visa application may be investigated. **Any attempt to misrepresent a material fact to the Consular Officer may make you permanently ineligible to obtain a visa.**

**By law, an immigrant or K visa petitioner may be imprisoned for up to five years, fined up to \$250,000, or both for entering into a marriage contract solely for the purpose of evading any provision of US immigration laws. In addition, a petitioner may be fined up to \$10,000 and imprisoned for up to five years, or both, for knowingly and willfully falsifying or concealing a material fact or using any false document in submitting a petition.**

All inquiries must be made via email to: [visasbkk@state.gov](mailto:visasbkk@state.gov). Inquiries should include "IV Inquiry" and the case number (which usually begins with "BNK") in the subject line. No telephone inquiries are accepted.

## **ENCLOSURES:**

Appointment Letter  
List of Documents  
Instructions for Medical Examination

## LIST OF DOCUMENTS

**Original documents not submitted earlier *MUST* be presented at the interview. You do *NOT* have to provide duplicate copies or original of documents that you have already submitted to the IV Unit at an earlier stage. You need to provide updates of some documents which expire over time.**

*Medical examination reports are normally valid for six months. Thai police certificates and affidavit of support forms I-864 and I-134 are normally valid for one year. US tax documents must be from the most recent tax year. Please provide new documents if the current ones have expired.*

*We can return most original documents upon your request.*

*All documents not in English or Thai must be accompanied by certified English translations.*

- ❑ **PASSPORT:** Applicants' passports must be valid for travel to the United States and have at least six (8) months of validity beyond the visa issuance date. Immigrant visa will be issued in the name which appears on the applicant's passport. If you have changed your name due to marriage and would like the visa to reflect the change, your passport must first be amended to include the new name but it is not required that you change your name. Your passport must also show your correct date and place of birth as indicated on your civil documents. Any discrepancies should be corrected by the relevant authorities prior to your interview.
- ❑ **PREVIOUS PASSPORT(S):** Applicants who have traveled outside of Thailand before should present all previous passports.
- ❑ **BIRTH CERTIFICATES:** Birth certificates must contain the seal or signature of the official custodian to the record, or show that it is an extract from an official record. If you or any children were adopted, you must also submit the final adoption decree. You must also submit birth certificates for all unmarried children under age 21, even if they are not applying for a visa.
  - **Siblings (F4s):** Applicants must present the birth certificates of both the petitioning sibling and the applicant.
  - **Parents (IR5s):** Must present the birth certificate of both the petitioning child and the applicant's own birth certificate.
- ❑ **UNOBTAINABLE BIRTH CERTIFICATES:** If an official birth certificate is not obtainable, present the best possible secondary evidence, such as a family register along with an ID card, a baptismal certificate, hospital certificate, school records, and/or a notarized affidavit from your parents.
  - **Family-based case:** DNA testing may be recommended to you at your expense if you fail to present sufficient evidence to establish your bona fide relationship with your petitioning relative.
- ❑ **NAME CHANGE CERTIFICATE(S):** Required if the petitioner, applicant, or applicant's parents or children have ever changed their first name or last name. Name change certificates are required for ALL name changes.
- ❑ **MARRIAGE CERTIFICATES:** Both Petitioner and Beneficiary must present all of their official marriage certificates.
- ❑ **TERMINATION OF PREVIOUS MARRIAGES:** If either the Petitioner or Beneficiary was previously married, they must provide proof of termination of that marriage (e.g. death

certificate of spouse, final divorce decree or annulment).

- **Stepchildren cases:** Your biological parent and the petitioner must present all marriage certificates and proof of the termination of any previous marriages.

- ❑ **OFFICIAL GRANT OF PERMANENT CUSTODY FOR MINOR CHILDREN:** Please bring an official grant of permanent custody of each child if you have minor children who will accompany you. Evidence of permanent custody is also needed at the time of child's application if the child follows to join the parent in the United States.

You are required to submit an official consent statement from the non-applicant parent granting **permanent** custody for each child to emigrate to and live permanently in the US with the applicant parent. More information on how to execute the consent can be found at: <http://photos.state.gov/libraries/thailand/591452/iv/consent0112.pdf>. If a statement of consent is not possible, applicants must present a court order granting sole custody to the applicant parent.

- ❑ **IMMIGRATION RECORDS:** Applicants who have been denied admission to the United States, who have requested legal status extensions, who have changed US immigration status, who have applied for asylum, been deported, or granted voluntary departure from the United States must bring all relevant documentation.

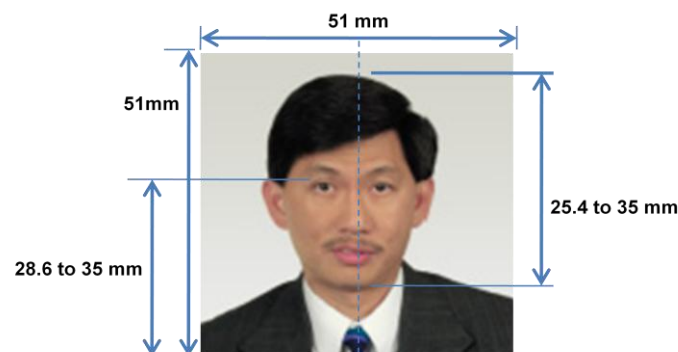
- ❑ **APPLICATION FORM DS-230, PART 1 and 2:** Downloadable from <http://www.state.gov/m/a/dir/forms/>

- ❑ **PHOTOGRAPHS:** Two (2) COLOR frontal view photographs for **each** applicant.

Photographs must meet the following requirements:

- Photos must be 2 x 2 inches (50 x 50 mm)
- Color photograph
- White background
- No borders
- Applicant must face the camera directly
- Applicant's face must cover at least 50% of the area of the photo.
- Both ears must be visible.
- No earrings.
- No head covering.
- Photo must be recent (taken no more than six months ago).
- Print name of applicant on the back of the photo

**Actual Size**



❑ **EVIDENCE OF FINANCIAL SUPPORT:** Your Petitioner should present evidence that neither the principal applicant nor any dependent applicants (if applicable) will become a public charge in the United States. Applicants must present form I-864 (Affidavit of Support) signed by the Petitioner for each traveling applicant with a copy of the Petitioner's tax return filing (Form 1040 or equivalent for the most recent tax year with evidence the form was filed with the US treasury), and an employment verification letter. Sponsors' income must meet the [poverty guidelines](#) at the time of Affidavit of Support filing.

- Form [I-864](#) is downloadable from <http://www.uscis.gov> (Immigration Forms)
- If your petitioner has submitted a Form I-864 to the NVC, check to make sure the form and accompanying tax information is from the current year. If it is not, updated forms will be required to be presented at the interview.
- **Note for Petitioners who Reside Abroad:** In order to qualify as a sponsor for an immigrant (including K fiancés and their dependents), you must demonstrate that you meet the legal requirements for maintaining or intending to establish a US domicile. This means that you must show either that a.) the residence that you maintain in the USA is your primary residence e.g. it is the place where you currently live and work, or b.) that you are taking steps to reestablish your residence in the USA. Please see the embassy website [http://bangkok.usembassy.gov/immigrant\\_visas/domicile.html](http://bangkok.usembassy.gov/immigrant_visas/domicile.html) for more details.
- **E visa applicants (work-based)** should submit a notarized employment offer letter on the employer's letterhead stationery. A Form I-134 from the petitioner or a friend in the US may also be submitted to overcome the public charge concern. However, when the petitioner is a business entity, a U.S. citizen or lawful permanent resident (LPR) relative who has a significant ownership interest in the petitioning entity must submit Form I-864, not form I-134. The principal applicant should also complete and present Form I-134 for each dependent applicant.
- **Diversity Visa applicants** must submit Form I-134 from a friend or family member in the US.
- Form [I-134](#) is downloadable from <http://www.uscis.gov> (Immigration Forms)

❑ **POLICE RECORDS:** Each applicant aged 16 years or over is required to submit a certificate from the appropriate judicial or police authorities from the country of the applicant's nationality or current residence. *Instructions for Thai Police Clearance Certificate* can be obtained from <http://photos.state.gov/libraries/thailand/591452/iv/thaipc.pdf>.

❑ **FOREIGN POLICE RECORDS:** Each applicant is required to submit a certificate from the appropriate judicial or police authorities from all countries (except for the United States) where the applicant has resided for twelve months or more since attaining the age of sixteen.

- For countries maintaining national police records, a certificate from the national police or judicial authorities must be submitted.
- For countries not maintaining national police records, a certificate must be obtained from each locality.
- A police certificate must also be obtained from the police authorities of any place where the applicant has been arrested for any reason, regardless of the length of residence.

- Police records from certain countries are considered unobtainable. Follow this link for instructions on how to obtain police certificates from other countries:  
<http://travel.state.gov/visa/reciprocity/index.htm>

❑ **COURT AND PRISON RECORDS:** Persons arrested or convicted of a crime for any reason in any country (including the United States) must present a certified copy and an English translation of each court conviction and any prison record, regardless of whether the charges were ultimately dropped, the applicant was found innocent, or benefited from an amnesty, pardon or other act of clemency.

- The section of law which indicates the maximum penalty and an English translation must be submitted with each court record.

❑ **MARITAL STATUS CERTIFICATE:** Required if you have a child born out wedlock, without a registered marriage. An example of this form can be downloaded from [http://photos.state.gov/libraries/thailand/591452/iv/marital\\_status\\_cert.pdf](http://photos.state.gov/libraries/thailand/591452/iv/marital_status_cert.pdf). This letter must be issued by a legal authority (Amphur or Court).

❑ **EVIDENCE OF RELATIONSHIP:** In order to issue a decision in your case, the adjudicating officer must be convinced of your relationship with the petitioner. You must bring with you at the time of interview sufficient evidence that you have a legitimate, ongoing relationship with the person who has petitioned for you, such as photographs, letters, detailed phone records from telephone companies (prepaid phone cards are not acceptable unless they include detail of individual calls), e-mails, old household registries, and/or any other evidence that demonstrates your relationship with the petitioner over time. Failure to bring these items will delay your case or result in revocation of your petition. If the Consular Officer is not convinced of your relationship with the petitioner, he/she may require you to submit further evidence. Your fiancé (e)/spouse is not permitted to be present at the interview.

❑ **APPLICATION FEE:** If your petitioner has not already paid for your visa application and surcharge fees, the applicant must bring **US\$230 (US\$330 for ALL Diversity Visa Program applicants since there is no petitioner in those cases)** or the Thai Baht equivalent to pay these fees. If you are not sure if they have already been paid, you should come prepared to pay the fees for each visa applicant, regardless of age. If you paid the fee in the U.S., you do not need to pay again at the time of the interview. Legally, the Consular Officer cannot interview you until these fees have been paid. The fees are non-refundable even if an applicant is found ineligible to receive a visa. The fees must be paid in U.S. dollars or Thai Baht equivalent at the current official exchange rate **at the Embassy's Cashier at the time of interview**. Credit cards (only American Express, Discover, Diners Club, MasterCard and VISA) are accepted.

❑ **MEDICAL EXAMINATION:** See attached *Instructions for Medical Examination*. **Do not open the sealed medical examination envelope(s).** You should bring the X-ray film with you to the interview.

## INSTRUCTIONS FOR MEDICAL EXAMINATION

As part of your application for a visa to enter the United States, you are required to undergo a medical examination. The following physicians have received authorization from this Embassy to conduct medical examinations of visa applicants. Medical examinations from other physicians are not acceptable for visa application purposes. The fees listed below are for the medical examination only. You may be required to pay a separate fee for immunizations.

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### BANGKOK

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**Bangkok Nursing Home (BNH)**

9/1 Convent Road, Silom, Bangkok  
Tel. (02) 686-2700

Dr. Kessanee Oralsatheinrakul  
Dr. Peter Comer  
Dr. Irene Yin-ong Kiatkwankul

Fee: Adults 2,110 Baht  
Children (under 15) 1,690 Baht

**Bumrungrad Hospital**

33 Sukhumvit Soi 3 (Soi Nana Nua), Bangkok  
Tel. (02) 667-1000

Dr. Watcharaphong Sae-Chere  
Dr. Prapaporn Phimphilai  
Dr. Wiwat Wongsirisak  
Dr. Yaowarat Wajanaponsan

Fee: Adults 2,160 Baht  
Children (under 15) 1,650 Baht

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### CHIANG MAI

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**McCormick Hospital**

133 Kaewnavarat Road, Chiang Mai  
Tel. (053) 921-777

Dr. Uthai Jesadaporn  
Dr. Arida Chandacham  
Dr. Prasit Iamsurey

Fee: Adults 2,000 Baht  
Children (under 15) 1,000 Baht

### PLEASE NOTE

You should present records of any major illnesses or immunizations you have had to assist the doctors in their assessment.

Bring the following with you to your exam appointment:

- Your valid passport
- Three (1 x 1 ½ inches) photographs
- **Medical Examination Forms** (DS2054, DS3030, DS3025 and DS3026) downloadable from [http://bangkok.usembassy.gov/immigrant\\_visas/medforms.html](http://bangkok.usembassy.gov/immigrant_visas/medforms.html)
- Your vaccination records

- All relevant information concerning your medical history:
  - If you are taking any medications, you should know their names and composition.
  - If you currently, or have previously suffered from an illness, major surgery or trauma, or physical or mental disease, please bring the medical history from the doctor or medical institution that treated you.
  - If you are receiving treatment for any of the above, please bring a copy of your medical history, including treatment and medication.

Failure to provide this information during your medical examination will cause your visa process to be delayed. Please remember that the information provided to the doctor is confidential.

### **IMPORTANT NOTICE TO IMMIGRANT AND K VISA APPLICANTS CONCERNING VACCINATION REQUIREMENTS**

United States immigration law requires immigrant and K visa applicants to obtain certain vaccinations (listed below) prior to the issuance of a visa. Panel physicians who conduct medical examinations are now required to verify that visa applicants have met the new vaccination requirement, or that it is medically inappropriate for the visa applicant to receive one or more of the listed vaccinations:

- Hepatitis A
- Hepatitis B
- Influenza
- Influenza type b (Hib)
- Measles
- Meningococcal
- Mumps
- Pneumococcal
- Pertussis
- Polio
- Rotavirus
- Rubella
- Tetanus and diphtheria toxoids
- Varicella

In order to assist the panel physician, and to avoid processing delays, **all immigrant and K visa applicants** should have their vaccination records available for the panel physician's review at the time of the medical examination. You should consult with your regular health care provider to obtain a copy of your immunization record, if one is available. If you do not have a vaccination record, the panel physician will work with you to determine which vaccinations you may need to meet the requirement. Certain waivers of the vaccination requirement are available upon the recommendation of the panel physician.

**Only a physician can determine which of the listed vaccinations are medically appropriate for you, given your age, medical history and current medical condition.**